



**ICEA Executive Committee  
Minutes  
April 12, 2006  
2:00 p.m. – 4:30 p. m.  
3 South Grimes**

**Members Present:** Jane Borst, Julie Curry, Jeff Lobas, Troy McCarthy, Lana Michelson, Barb Merrill and Cathy Ryba.

**Excused Members:** Bob Bacon, Glenn Grove and Jim Overland.

**Staff Present:** Marion Kresse, Kelly Schulte, Lisa Sharp and Barb Khal.

**Guest:** Sally Nadolsky, Medicaid Consultant, Department of Human Services.

**Handouts:** Agenda; March minutes; draft May ICEA agenda; and Medicaid proposal.

DESCRIPTION
<b>CALL TO ORDER:</b> Cathy Ryba, Chair.
<b>MINUTES:</b> Minutes of the March Executive Committee meeting were approved as submitted.
<b>LEAD AGENCY UPDATE:</b> <ul style="list-style-type: none"> <li>National Monitoring Study - Lana Michelson. Westat, a company contracted by the Office of Special Education Programs (OSEP) will be visiting Iowa this summer and again in two years to conduct a National Monitoring Study. Iowa is one of 20 states that will be studied to identify current IDEA monitoring systems (Part B and C) over a four-year period. The return visit will gather information on the effectiveness of the state's monitoring activities. They will submit a report to OSEP in 2010.</li> <li>State IDEA Part C Application - Lana Michelson. It was sent in on time. We are getting about \$50,000 less than last year.</li> <li>Region 7 QSR report – Barb Khal. A team of state staff and regional partners conducted a Quality Service Review (QSR) in Region 7 during the week of March 13-17.</li> </ul> <p>Highlights of findings from the 10 cases examined include:</p> <ul style="list-style-type: none"> <li>* Cases were extremely complex, illustrating high medical, social, cultural, developmental, and financial needs.</li> <li>* High service needs required intense service coordination and family engagement.</li> <li>* Good communication among all IFSP team members (including medical) and families was essential to good results.</li> <li>* New cultures in some Iowa communities are requiring new methods of service delivery.</li> </ul>

\* New safety concerns for children and home visiting staff are emerging (e.g. drugs, violence).

A written report will be provided to Region 7. Regional stakeholders are developing a plan for improvements, based on the findings. The Lead Agency is committed to including the QSR in the Continuous Improvement and Monitoring System (Region 7, Region 15 and Region 10 are the sites that have volunteered for and received QSR's within the past three years).

Discussion: How do we use the findings of past QSRs to identify statewide issues? How do we integrate this as a valued monitoring activity? How can we investigate further one of the themes/issues? Are we seeing differences in Regions regarding the role of health/DHS providers? Can we use the QSR as a method to focus on issues identified during monitoring activities? Can we work in the Title V and Early Childhood Iowa indicators and performance measures into this process? This has implications for setting standards for interventions and services for certain situations. Observed that the level of this discussion indicated the progress the EA system has made.

- Informal Concerns Process – Marion Kresse. The Informal Infrastructure Concerns Process has been developed and is ready to be rolled out to stakeholders. Each Signatory Agency will develop a plan to get this to all targeted stakeholders throughout the state.  
Discussion: How will concerns be triaged? This process enables a third party to assist in resolving a concern at the family/local level. The message to communicate when distributing this process to stakeholders should include try to resolve the concern a most local level, but can also use this method to facilitate it (get a neutral third party). What about confidentiality – how will that be handled?
- AEA status level for compliance with IDEA Part B & C has been determined, based on their performance on the required indicators. Four AEAs are on 2 Watch Status, which requires an improvement plan.

#### **POLICY DISCUSSION: MEDICAID RULE CHANGE**

Sally Nadolsky, Medicaid Consultant, attended to get the Committee's recommendation for a rule change proposed by the Lead Agency. The issue is that service coordinators must have one face-to-face contact with the family per month. This policy is affecting provider agencies' ability to get needed reimbursement for service coordination activities that are not face-to-face and is a higher standard than other Medicaid programs.

Discussion:

- Lessons-learned from public health can guide us in determining minimal standards.
- Need to consider the rate of growth for infants and toddlers when setting the frequency/type of contact required.
- Need to consider how technology assists with service provision (phone, web, email, etc.). Also the need for face to face for relationship building/maintenance – three months would be minimal for face to face.
- Would need Face-to-Face Contact requirements for initial visits and change for ongoing contacts.

A motion was made to recommend changing the Infant –Toddler Medicaid rule to reflect the following standards:

- Require at least one face-to-face contact between the provider and family in the initial 30 days.
- Require a minimum face-to-face contact quarterly (every three months).
- Require a minimum monthly contact with the family (phone, email, etc.).

**VOTE:** 5 yes and 1 no. Motion approved.

Follow Up Discussion: Sally Nadolsky will facilitate this through the DHS rule making process. Emergency rulemaking process will be used so the effective date is anticipated to be July 1, 2006. DHS and EA state consultants will facilitate the implementation of these changes.

The Committee also discussed the implications of federal Medicaid law just passed. There is a concern that we might lose Medicaid coverage of service coordination.

**Agenda for May 2006 Council Meeting:**

The Committee finalized the agenda for the May 19<sup>th</sup> Council meeting. The main topic will be infants born prematurely, high-risk follow-up programs and linking families to Early ACCESS system. The Chair will ask the Council to change the September meeting from the 15<sup>th</sup> to 22<sup>nd</sup>. A number of members will be rotating off the Council this summer, so time will be spent thanking them for their 3-6 years of service and contributions to the Council and EA system.

**NEXT EXECUTIVE COMMITTEE AGENDA, MAY 10TH:**

- Calendar dates and agenda topics for 2006-07.
- Policy Discussion: summer/year round services. How can we monitor for it?

**The meeting was adjourned at 4:05 p.m.**